



January 10, 2019

Beryl Lipton  
MuckRock  
DEPT MR 50545  
411A Highland Avenue  
Somerville, Massachusetts 02144-2516

Sent via email to [50545-49081211@requests.muckrock.com](mailto:50545-49081211@requests.muckrock.com)

RE: Freedom of Information Act Administrative Closure Letter  
FOIA Tracking Number 855800 – Subject: Records re Handling for Media

Dear Ms. Lipton:

The U.S. Department of Labor (Department), Wage and Hour Division's National Office received your Freedom of Information Act (FOIA) request for documents pertaining to any and all talking points and similar memorandums, emails, and transcripts providing advice or direction on how to handle the media, media interviews, and statements dated March 13, 2018. Your request was assigned the FOIA tracking above. Unfortunately, we needed more information to process your request. We attempted to reach you via email on December 18, 2018 and via phone and email on January 2, 2019. Your response was due to us no later than January 10, 2019. As of January 11, 2019 we have not received your response; therefore, we are closing your request.

If you want to initiate a new FOIA request you can send it as follows:

Email: [FOIArequest@dol.gov](mailto:FOIArequest@dol.gov)  
Fax: 202-693-0637

Mail: U.S. Department of Labor  
Wage and Hour Division, Room S3016  
Attn: FOIA Coordinator  
200 Constitution Avenue, NW  
Washington, DC 20210

If you need any further assistance or would like to discuss any aspect of your request please do not hesitate to contact ReNay Royster at 202-693-1004 or [royster.renay@dol.gov](mailto:royster.renay@dol.gov) or the DOL Departmental FOIA Public Liaison, Thomas Hicks, at 202-693-5427 or via email at [Hicks.Thomas@dol.gov](mailto:Hicks.Thomas@dol.gov). Alternatively, you may contact the Office of Government Information Services National Archives and Records Administration (OGIS) to inquire the mediation services they offer. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road, College Park, MD 20740-6001. You can also reach that office by email at [ogis@nara.gov](mailto:ogis@nara.gov), by phone at 202-741-5770, by fax at 202-741-5769, or by calling toll-free at 1-877-684-6448.

Finally, if you are not satisfied with the response to this request, you may administratively appeal by writing to the Solicitor of Labor within 90 days from the date of this letter. The appeal must state in writing the grounds for the appeal, and it may include any supporting statements or arguments, but such statements are not required.

In order to facilitate processing of the appeal, please include your mailing address and daytime telephone number, as well as a copy of the initial request and copy of this letter. The envelope and letter of the appeal should be clearly marked "Freedom of Information Act Appeal." Any amendment to the appeal must be made in writing and received prior to a decision. The appeal should be addressed to the Solicitor of Labor, Division of Management and Administrative Legal Services, U.S. Department of Labor, 200 Constitution Avenue, NW, Room N2420, Washington, DC 20210. Appeals may also be submitted by email to [foiaappeal@dol.gov](mailto:foiaappeal@dol.gov). Appeals submitted to any other email address will not be accepted.

Sincerely,

*Forrest T. Horak*

Forrest T. Horak  
Senior Advisor  
Wage and Hour Division